



Ithaca Public Education Initiative
www.ipei.org

To: Supporters of IPEI
From: Christine Sanchirico, Executive Director
Subject: Instructions for the transfer of securities representing
contributions made payable to IPEI (16-1506703)

Thank you for your expressed interest in donating securities to IPEI. We are pleased to be able to provide this convenient option through Tompkins Financial Advisors, the firm that currently manages IPEI's investments. If you have not already done so, please discuss with me your intentions prior to the transfer of any gifts to IPEI, ipei@ipei.org, 607-256-IPEI (4734).

Notice must also be given to Bill Murphy, Wealth Advisor, prior to the transfer of any gifts to IPEI. His phone number is 607-273-0037. He will be happy to coordinate the transfer with you. Your advance notification to Tompkins Financial Advisors should include your name, the number of shares, and the name of the stock.

Please let Bill know if a physical stock certificate will be presented or if it will be transferred electronically. The gifted stock will be deposited into the *IPEI Unrestricted Fund*. Bill Murphy, or one of his associates, will give you further delivery instructions.

Please present these delivery instructions to your broker and he or she should be able to transfer your gift to the *IPEI Unrestricted Fund*.

Thank you for your support of the Ithaca Public Education Initiative!